

This Memorandum has been replaced by Memorandum 04-01. Memorandum 03-16 is no longer valid.

December 19, 2003

**MEMORANDUM
03-16**

TO: District Directors
District Construction Engineers
Toll Road Operations Engineer
District Materials & Tests Engineers
District Area Engineers
Project Engineers/Supervisors

FROM: Dennis A. Kuchler, Chief
Contracts and Construction Division

RE: Materials & Tests Approved Lists

Please be advised of a new policy on the use and applicability of approved lists. Effective immediately any item that is currently approved for use by the Materials & Tests Division may be used whether or not that item is on the list specified in the contract information book. Note that an item may be approved but not yet appear on the current list. No credit to the contract and no additional compensation to the contractor shall be made for the use of an item on a current approved list. No change order is necessary in this process.

Upon the request of the contractor, the PE/S will advise the District Materials & Tests Engineer (DMTE) of the desire to use a material, supplier, etc. that is currently approved for use by the Materials & Tests Division. Note that this is only necessary if the item is not on the list specified in the contract information book. The DMTE can confirm that the material is approved for use.

A contractor can still use an item from the list specified in the contract information book even if it is not on the current list.

DAK:JJN:jjn

cc: Operations Support